



DRAFT

Minutes

Monday, August 1, 2011

Commonwealth Enterprise Solutions Center (CESC)

Multipurpose Rooms 1222-23, 11751 Meadowville Lane, Chester VA 23836

Attendance

Members present

John R. Broadway
Secretary James D. Duffey, Chair
Linda D. Foster
Richard D. Holcomb
Karen R. Jackson
Lt. Col. Robert G. Kemmler

Belchior Mira
CIO Sam Nixon, Vice Chair
Ernest F. Steidle
Jamie Walton
Dendy Young

Members absent

Richard S. Alvarez
Jamie Lewis
Cathy Nott

Others present

Dave Burhop, Virginia Department of Motor Vehicles (DMV)
Jane Kusiak, Council on Virginia's Future
Sara Wilson, Department of Human Resource Management (DHRM)
John Westrick, Office of Attorney General (OAG)
Jerry Simonoff, VITA
Mike Sandridge, VITA
Judy Marchand-Hampton, VITA
Janice Akers, VITA

Call to Order

Chairman Duffey called the meeting to order at approximately 1:05 p.m. Chairman Duffey asked Ms. Akers to call the roll. Ms. Akers confirmed the presence of a quorum. Chairman Duffey noted that draft minutes from the May 2, 2011, meeting

were posted online, and members were provided with a link to the minutes. He asked for approval of the minutes. The minutes were approved on a voice vote.

John Broadway arrived at 1:07 p.m.

Overview of Activities Since the Last Meeting

Mr. Simonoff gave an overview of the ITAC agenda and what presentations were going to be made during the meeting.

Richard Holcomb arrived at 1:15 p.m.

Next Steps in Strategic Planning

Ms. Kusiak provided a brief overview of the enterprise strategic priorities process that is underway. She is meeting with each cabinet secretary and working with the Governor's Office. Ms. Kusiak explained that the team is seeking to capture high-level priorities in the administration for agencies to use. Regarding initiatives that should be considered for inclusion in the technology business plan ITAC is tasked with developing, high-level priorities are surfacing in categories such as a data standards, customer-focused online services, and back office/shared services.

Ms. Kusiak proposed that a group of ITAC members work with her team to further review the enterprise business priorities being developed and determine the supporting initiatives that would be the basis for the ITAC's technology business plan that is due by the end of December 2011. Mr. Simonoff proposed that the Enterprise/Collaborative Applications Governance (ECAG) Workgroup be assigned that role. Mr. Duffey agreed that the workgroup would be a fit for giving assistance to this effort. Mr. Simonoff expects a draft of the technology business plan to be ready for review at the November ITAC meeting. Mr. Duffey commented on the evolutionary approach and platform of the enterprise and positioning over the last year in regards to infrastructure and communications.

Enterprise Service Opportunities from MITA Program

Mr. Sandridge gave a background presentation on the MITA Program:

- The Secretary of Health and Human Resources (HHR) and the MITA Program Director have requested that VITA provide enterprise-level services in support of the MITA Program.
- Standing up the enterprise-level services leverages federal funding to provide services that can eventually be used by all state agencies.
- VITA is provisioning Service Oriented Architecture tools including Data Management tools to support the HHR enterprise.
- Funding approval has been received; software procured; project staffing started; and, projects initiated.

- VITA will develop an approved cost allocation/charge back model for ongoing support of the services as part of these projects.

Projects underway include:

- VITA Enterprise Data Management tool (EDM)
- DMV Commonwealth Authentication Service (CAS)
- Service Oriented Architecture Platform (SOA)
- HHR Program/Project Management Oversight and Support
- Enterprise Data Governance

Mr. Burhop stated that a vendor is on board at DMV and is working on the CAS project. Mr. Nixon pointed out that MITA is a unique program, and he is looking forward to the components being leveraged by the enterprise. Mr. Duffey commented that by consolidating Virginia can do more with less.

The Future of State Government Workforce Trends

Ms. Wilson gave a presentation on state workforce trends. She reviewed for the Council the average age and salary of state workers as well as bringing attention to the spikes in hiring and freezes over the past ten years. She pointed out that the average age of state workers is increasing, increasing numbers of state employees will be eligible for retirement in coming years, and attracting younger workers to state employment is becoming more difficult. Mr. Duffey would like to continue the discussion of these trends and asked Ms. Wilson to do a comparison and contrast of four-five other states that are similar in make-up to Virginia. She agreed to provide the data for the November meeting.

Governing Enterprise/Collaborative Applications

Mr. Simonoff reported on the first meeting of the ECAG Workgroup on June 23. The workgroup has been tasked by ITAC with developing a consistent model for ECAG.

During the first meeting, each workgroup member who submitted an example inter-agency agreement gave background and an overview of their agreement, as described in terms of the desirable governance attributes reviewed at the May 2 ITAC meeting. While each of the example agreements was fairly specific to a given situation, the workgroup was able to determine that each example represented a broader, more generic category of types of inter-agency agreements. As a next step, staff is drafting a composite model agreement that would at minimum cover the four more generic categories. That composite model would then be distributed to the workgroup for further discussion. Mr. Simonoff expects to have a draft available by the middle of August for the workgroup to review.

Based on the workgroup's discussions, revisions will also be made to the list of desirable attributes for further review. The workgroup will meet again in September.

New Business

Mr. Duffey announced that the Commonwealth of Virginias Information Technology Symposium (COVITS) is scheduled September 26-27 at the Hilton Richmond Hotel at Short Pump. He made special note that the Governor's Technology Awards are going to be held on the first day at the luncheon.

Public Comment

Chairman Duffey asked for public comment. There was no public comment.

Adjourn

Chairman Duffey adjourned the meeting at approximately 2:04 p.m.